PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	05/11/2020	Prepared by:	T.D. Murthy
PO/WO no.	71544	PO / WO Date.	22/10/2020
Supplier Name	Purnima Mosaic Tiles	PO/WO amount	Rs. 3,823/-
Firm/Company	Vista Homes	Project	Vista Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1563	22/10/2020	Rs. 3,982/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 3,982/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	992	22/10/2020	84355	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
Amount B –Other Credits :				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 3,982/-
Amount E – PO / WO value:				Rs. 3,823/-
Amount F – Difference (A – E):				Rs. 159/-

Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	☑ Yes □ No (explained below)
Excess / short material received	☑ Approved – within acceptable limits □ No (explained below)
Close PO / W?O	☑ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – Rs._____/- ☑ No
Payment – due date	**07/11/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	5/11/20	5/11					

APPROVED
05 NOV 2020
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE
~~CASH~~ / CREDIT

Mobile : 9849195298

State code:- 36

PURNIMA MOSAIC TILES

Sy. No. 843/A, Near Check Post, Medchal, R.R. Dist - 501 401. D.C.No - 992

To, VISTA HOMES
KUSAIGUDA P.O.No - 71544
GST No: 36AAGFV2068P1ZJ

No. 1563

Date 22/10/20

S.No.	PARTICULARS	QTY.	Rate	Amount Rs.	P.
1	GREY AND BLACK PARKING Tiles 13"x13"	100 No 125 SFT	27/-	3,375	00
	Rs 3982/-		Total	3,375	00
		SGST	~~Total~~ 9%	303	75
	GST No.36AEPPP5661P1ZI	CGST	~~VAT@~~ 9%	303	75
	TIN:36593591244		G. Total	3,982	50

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 70837
Date: 5/11/20
Sign:

Receiver's Signature

For PURNIMA MOSAIC TILES

DELIVERY CHALLAN Mobile : 9849195298

PURNIMA MOSAIC TILES

Sy. No. 843/A, Near Check Post, Medchal, R.R. Dist - 501 401. (T. S.)

To, VISTA HOMES
KUSAIGUDA
P.O. No -

No. 992

Date 22/10/20

Please receive the undermentioned Material in good Condition

S.No.	PARTICULARS	HSN Code	Qty.	Rate
1	GREY PARKING TILES 13"x13"		50	
2	BLACK 13"x13"		50	
			100 No	
			125 SFT	
	TROLLY			
	INWARD Inward No: 25273 Dt: 22/10/20 MRN No: 84355 Received By: Sign: Nikhil. Vista Homes		MODI PROPERTIES PVT. LTD. * SEC'BAD INWARD No. 42264 Date 28/10 Sign.	
	GST No. : 36AEPPP5661P1ZI			

For PURNIMA MOSAIC TILES

Receiver's Signature

Purchase Order

 22-10-2020 15:47:15

71544
20.10.20 3:54:09

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details				
Purnima Mosaic Tiles Sy.No. 843/A, Near Check Post, Medchal, R.R.Dist. 501 401		**Doc No**	71544	99901
		Doc Date	22-10-2020	
		Quote No	Nil	
GSTIN 36AEPPP5661P1ZI	NA	**Quote Date**	27-09-2019	
27531972	9849195298	**SupplyType**	Supply	

Kind Attn : Bharat Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9027 - Tiles - Cement floor - 13 In x13 In - sft *Parking designer tiles 20 to 25mm thickness*	120.00	27.00	0.00	18.00	3,823.20
					Total Order Value . . .	**3,823.20**

Rupees : Three Thousand Eight Hundred Twenty Three and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	Circular no. 841(E), As per approved guideline rates by MD on dtd. 27/09/2019. Material supply only.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 2days
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
Penality For Delay	"Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for main gate tiles replacement purpose.
Completion Date	Nil
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For *Vista Homes*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Purnima Mosaic Tiles*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	19.10.20
Site & Phase :	Vista Homes	Time:	14:56
Supplier		Req. No.	99901
Material required before date:	20.10.20	ID No.	60850

No	Description	Size	Quantity	Units	Inward No	Date
1	**Rubber Modular tiles**	13"x13"	100	No's		
2						
3						
4	~~71544~~					
5						
6						
7						
8						
9						
10						

Remarks: ForMain Gate tiles replacement Purpose

Prepared By	T.Madhu	Approved by	
Sign.& Date	19.10.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.